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Airport State Funding

Application Instructions Fiscal Year 2013

Applications for FY 2013 Iowa DOT annual aviation grant programs are due in the Office of Aviation no later than 4:00 p.m. Monday, **May 7, 2012**. Public owned airports are eligible to apply for vertical infrastructure and airport improvement projects. All necessary application forms can be found at <http://www.iowadot.gov/aviation/legislative/stateapplicationpage.html>. Additional information about the programs can be found in the *Airport Manager and Sponsor Guide* <http://www.iowadot.gov/aviation/managersandsponsors/guidebook.html>

Complete applications* may be electronically submitted as long as the application includes the authorized signature of the airport sponsor. One copy of the application can also be mailed to the address below. **No late applications** will be considered. Aviation staff will review the applications and prioritize projects based on the following criteria: airport role as identified in the 2010 Iowa Aviation System Plan, justification for the project, type of project, percent of local support, and whether the airport has multi-jurisdictional support. Recommended projects will be presented to the Iowa Transportation Commission in June. The Transportation Commission will be asked for final approval of projects at the July meeting.

* Please Note: A complete application includes council/commission resolutions or statements verifying that local match will be available to complete the project. Plan meetings to ensure they take place prior to the application deadline.

A completed application package includes the following documents:

1. Funding Application Checklist and Funding Application Summary Sheet (Form 291114) – Use the checklist to ensure that all necessary information is included. The Funding Application should include current sponsor contact information, a short recap of desired projects in FY 2013 in priority order, and signature of the airports sponsor.
2. Project Data Sheet (Form 291115) – Complete one sheet for each project. Attach drawings and additional pages as needed to provide a **thorough** description and justification of the project so that the project is clearly understandable.
3. 5-year Capital Improvement Plan (CIP)(Form 291112) – If you already submitted a CIP with the federal pre-application, update to include requests for state funded projects.
4. Airport sponsor resolution or documentation from the sponsor that endorses project and certifies availability of local matching funds.
5. Verification of planning for specific projects (ALP for new construction, security plan for security projects, pavement maintenance program for pavement projects).
6. Minority Impact Statement required by 2008 Iowa Acts HF 2393.

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See page 2 for project eligibility information.

Please email, FAX or mail completed application package to:
Office of Aviation, Iowa DOT, 800 Lincoln Way, Ames, Iowa 50010
ATTN: Kay Thede 515-239-1048 FAX: 515-233-7983 kay.thede@dot.iowa.gov



Airport State Funding

Application Instructions Continued Fiscal Year 2013

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Airfield, security, and planning projects: Eligible projects generally include planning and improvements related to enhancing airport safety, capacity, security and environmental concerns. Projects are eligible for up to 85% state share with no maximum amount; however, local participation will be considered when prioritizing projects. Projects must be shown on an airport layout plan, and the airport must have a security plan in place for a security related project. Examples of eligible projects:

- runway, apron and taxiway construction and rehabilitation
- airfield drainage
- airfield lighting and signing
- navigation and communication aides
- planning such as airport layout plans (ALPs), master plans, land use and zoning, and multi-jurisdictional feasibility studies
- security related projects such as lighting and access control
- fuel facility installations and upgrades
- land acquisition
- obstruction removal
- airport entrance signage (match 50%)
- pavement maintenance (joint cleaning and sealing - match 70%)

General Aviation Vertical Infrastructure (GAVI): Projects are eligible for up to 85% state share. Local participation will be considered when prioritizing projects. Eligible projects include construction and renovation of airport terminals, hangars, and maintenance buildings. GAVI grants are available only to general aviation airports. Routine maintenance of buildings and minor renovation projects are not eligible. Both new and rehabilitation projects will be considered each year. Include specific justification, such as a documented waiting list, with the application. **Maximum funding per project for FY 2013: new construction \$150,000 and rehabilitation \$75,000.**

Commercial Service Vertical Infrastructure (CSVI): Eligible projects include construction and major renovation of terminals, hangars, and maintenance buildings at commercial service airports. Applications for FY 2013 should be for specific projects that the airport will initiate in FY 2013.

Windssocks: Windssocks are available to public use airports and may be ordered through the annual application process or at any time by contacting the Office of Aviation 515-239-1691.

Immediate Safety Enhancements (ISE): Applications are accepted throughout the year for safety and emergency repairs that arise during the year or are recommended by the airport inspector as a result of an airport inspection. State share is 70% of the project up to a maximum of \$10,000. The form is available on the Office of Aviation website <https://forms.iowadot.gov/FormsMgt/External/291119.doc>

Land Use and Comprehensive Planning: Beginning in FY 2014, airport sponsors must document that the airport is protected by an airport zoning ordinance in order to receive any state funding. Grants are available to assist sponsors in developing or updating current airport zoning ordinances. State share is 85% up to a maximum of \$25,000 for zoning ordinances and \$20,000 for comprehensive planning. An agreement must be in place prior to planning activities taking place; however, there will be no reimbursement for costs until the new ordinance is enacted. Applications are available on the Office of Aviation website at <https://forms.iowadot.gov/FormsMgt/External/291119.doc> and can be submitted at anytime throughout the year.